



# WASHOE COUNTY

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## STAFF REPORT

**BOARD MEETING DATE: December 9, 2014**

**DATE:** November 17, 2014  
**TO:** Board of County Commissioners  
**FROM:** Grady Tarbutton, Director - Senior Services  
328-2575 – [gtarbutton@washoecounty.us](mailto:gtarbutton@washoecounty.us)  
**THROUGH:** Kevin Schiller– Assistant County Manager  
**SUBJECT:** Recommendation to approve an Amendment #4 to The Food Management Services Agreement with Valley Services, Inc (Agreement) for a second six-month term for the period January 1, 2014 to June 30, 2015 in the approximate amount of \$477,780 funded by applicable Aging and Disability Services Division grants, ad valorem and Indigent funds. **(All Commission Districts)**

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### SUMMARY

The Department recommends that the Board of County Commissioners approve an Amendment #4 to The Food Management Services Agreement with Valley Services, Inc (Agreement) for a second six-month term for the period January 1, 2014 to June 30, 2015 in the approximate amount of \$477,780 funded by applicable Aging and Disability Services Division grants, ad valorem and Indigent funds.

**Strategic Objective supported by this item:** Achieving Safe and Healthy Communities

### PREVIOUS ACTION

On March 22, 2011 the Board approved Washoe County Bid No. 2760-11 for Food Management Services, on behalf of Washoe County Senior Services, to Valley Services, Inc., in the approximate annual award amount of \$ \$760,819 for a period of one (1) year, with two (2), one (1) year renewal options. On June 24, 2014 the Board approved Amendment #3 to the Food Management Services Agreement for a new six-month term for the period of July 1, 2014 to December 31, 2014, with an option for an additional six-month period.

### BACKGROUND

Washoe County Senior Services, acting on behalf of Washoe County, is responsible for the operation of all facilities, administration of all funds received, including Federal, state, local grants, property tax, and voluntary donations, in conjunction with the Senior Nutrition Program.

It has been proposed, subject to BCC approval, that Senior Services become a part of the Human Services Agency, which will also include Social Services early in fiscal year 14/15.

**AGENDA ITEM # 13**

The Department is requesting this extension so that a single Request for Proposal can be issued by the Human Services Agency to address nutrition services needs across the lifespan, which will provide administrative and purchasing efficiencies. Integrating into a single human services agency will provide an opportunity to expand services and leverage buying power. Currently Social Services have clients with nutritional needs such as children, parents, and people with disabilities. As a single Human Services Agency the County has an opportunity to address all food services needs in a single invitation to bid.

The funds for the Senior Nutrition Program come from a variety of sources. Funding comes from Title 111C of the Older Americans Act for congregate and homebound meal contracts through the State of Nevada Aging and Disability Services Division (ADSD); USDA/NSIP (United States Department of Agriculture/Nutrition Services Incentive Program) funding; soup revenue; WIN (Waiver for Independent Nevadans) funding; program income, a contract with Storey County, donations, and matching funds for ADSD funds from the County Ad Valorem tax specifically set aside for senior programming.

The Federal requirements for the Senior Nutrition Program are that Washoe County provide and distribute a minimum of one (1) meal per day per client, for two hundred and fifty (250) days per year, for an annual total of approximately 210,000 meals; approximately 100,000 of which shall be served in congregate settings and approximately 110,000 meals shall be home delivered. **Valley Services, Inc.** is the current provider of the food management services required to maintain the Senior Nutrition Program, which includes one (1) base congregate location (1155 E. 9th Street, Reno, NV 89512), approximately eight (8) congregate satellite sites, and approximately four hundred forty (450) homebound clients in the defined service area, at a rate of \$3.676 per meal.

In February 2014 a second home delivered meal program was launched offering home bound seniors the opportunity to receive two nutritionally balanced meals per day. The second home delivered meal program is funded by indigent funds managed by Social Services. The program currently has approximately 325 home bound seniors receive two meals per day.

Washoe County Senior Services seeks to support a high quality of life for senior Nevadans by providing delicious, nutritionally sound, cost effective meals in inviting group settings and in senior's homes to maintain and improve health and support social opportunities with a diversified menu of healthy food items.

Good nutrition is critical to health, functioning, and quality of life. In many cases, home-delivered meals help seniors remain independent and in their home, avoided or delaying institutionalization. It is integral to healthy aging and the prevention or delay of chronic disease and disease-related disabilities.

### **FISCAL IMPACT**

Funds for these expenditures, which are provided from a variety of sources, are included in the FY 14/15 adopted budget. The Funds are specifically allocated in the following accounts:

250511-710592	Nutrition-Nutrition Program	\$150,000
10165-710592	NSIP-Nutrition Program	110,000
11214-710592	Congregate Meals-Nutrition Program	306,400
11213-710592	Home Delivered Meals-Nutrition Program	337,957

Funds are anticipated to be requested and approved for all future fiscal years applicable to Agreement renewals.

### **RECOMMENDATION**

Staff recommends that the Board of Commissioners approve an Amendment #4 to The Food Management Services Agreement with Valley Services, Inc (Agreement) for a second six-month term for the period January 1, 2014 to June 30, 2015 in the approximate amount of \$477,780 funded by applicable Aging and Disability Services Division grants, ad valorem and Indigent funds.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be "move to approve an Amendment #4 to The Food Management Services Agreement with Valley Services, Inc (Agreement) for a second six-month term for the period January 1, 2014 to June 30, 2015 in the approximate amount of \$477,780 funded by applicable Aging and Disability Services Division grants, ad valorem and Indigent funds."